

Group Memory
CTPAC Steering Committee Meeting # 5
April 13, 2005

Next Meeting dates

July 13th in San Bernardino

October 26 Sacramento

Annual Meeting in Anaheim on Sept 8.

Desired outcome for next SC meeting:

Move the program forward.

Prioritize proposals

Agreement on decision making process when we need to make controversial decisions.

Bin List & Great Ideas

1. Need to discuss representation on the steering committee – many “visitors” show up every time, some members are absent ...Need a process to identify membership. (Steve, November 2003)

Group Decisions

All decisions made will be double underlined in the body of the notes below.

1. (Date)

Purpose of the group

In support of the purpose of the Caltrans Transportation Permits Advisory Council, (CTPAC) which is to facilitate communication between industry and Caltrans on transportation permits related issues, the Steering Committee (SC):

1. Sets priorities on issues and
2. Establish and lead work groups to study specific issues,
3. Monitors progress of the working groups.
4. Approves the final recommendations of the work groups and transmit the results to the Chief, Office of Truck Services.
5. Plans presentation and communication at the annual meeting of the CT PAC.

Authority of the group

The group makes recommendations and advises Caltrans on their concerns related to transportation permits, including procedures and processes over which the Department has control. This is not a technical decision making body. Caltrans cannot always implement the recommendations; when this is the case, Caltrans will communicate the reasons for its decisions.

Document Register

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Upshot

These are the assignments made at the meeting. As new ones are added they will be appended to the list. As assignments are completed they will be lined out with a ~~strike-through~~, but left on the list until the next meeting. This will provide a running record of assignments made at these meetings.

From April 19, 2004

44	Hector –	<i>Variance Loads: Vehicle inspection & Permit Request Procedure: Develop the idea discussed today by the group (see discussion outline # 17). April 13, 2005-Procedures are under review by Caltrans.</i>	May 15 Aug 20, 2004 11/17/04 April mtg July mtg
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From July 13, 2004

47	Vaughn	Is there any way to mitigate the costs for very expensive permit fees? This needs to go to the dual lane loading work group as part of their assignment. (see discussion outline # 2.3)	9/13/04 12/15/04 Hold
50	Vaughn	convene the Dual Lane Loading workgroup to get clear direction for CT (see discussion outline # 5)	9/13 12/15/04 April mtg July mtg
55	Larry Hector	Write a policy referencing the letter that is already out on inspection and permit request procedure, and send it to the variance work group. (see discussion outline # 11)	8/2/04 11/17/04 Feb 15

From October 13, 2004 meeting

62	Anthony	//work with some WASHTO states over the next few months for a 55,000 pound plus tridem axle limit. (see	January 2005 mtg
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		discussion outline # 9.5)	March 10, 2005
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From January 2005 meeting

68	Gregg M	Notify the regional offices about the change in procedures with an e mail. (see discussion notes outline # 3)	Feb 1, 2005)
69	Anthony	Provide list of bridges with permit ratings (official permit ratings) to Eric.	Feb 4, 2005
70	Mary F	Clarification needed on this. Caltrans will look at it. (Manf. Housing over 105 foot)	April mtg
71	Greg D	Prepare memo to Caltrans for Drill Rig Masts over 25' ROH and fixed load inspections (see discussion notes outline # 16 & 17.)	April mtg
72	Eric	Send out the 60/60/55 issue to all members for votes. (see discussion notes outline # 12)	April mtg

From April 13, 2004 meeting

73	Eric	Send out letters to people on the roster ensuring they have been notified about meetings, and ensuring they are attending if they can, and are interested; or that they will send an alternate. (see discussion notes outline # . Include the League of Cities and CSAC. (see discussion notes outline # 3 & 15)	4/29/05
74	Eric	Circulate the current membership roster with the proposed voting process. Indicate who the organizations are.	4/29/05
75 a	Eric	Establish priority list from this committee. (see discussion notes outline # 4)	July meeting
75b	Mary	Prepare status list of proposals now being worked on at CT. (see discussion notes outline # 4)	4/29/05

Critique from Apr. meeting:

What went well	What Needs Improvement
Ended on time. Moved proposal forward.	Quicker approvals from CT.

Critique from Jan 2005 meeting:

What went well	What Needs Improvement
Moderator Lunches excellent coordination. Good CT representation Good design – workgroups in the morning. Got a lot done.	More meeting rooms for breakout space. Improve the rules of procedure. What is quorum?

1. Ground rules:

1. 1. Begin and end on time
1. 2. No side conversation
1. 3. Pagers and cell phones to stun.
1. 4. Raise your hand when you want to talk;
1. 5. Speak up; silence is consent.

2. PURPOSE AND OPENING

3. Voting Procedure

3. 1. Issue: Current steering committee list includes large group; it is difficult to ensure voting on issues is representative, and not skewed by multiple attendees from any particular association. (see tab 5 from the meeting handout, dated April 13, 2005.)

3. 2. We need to clearly distinguish who the voters are.

3. 3. How do contrary positions get an audience with the steering committee before the vote? Work groups/work group leaders could take responsibility to identify the contrary viewpoints. Alternatively the steering committee could allow there to be discussion before taking a vote, providing audience for the contrary point of view.

3. 4. Pros & cons can be added to the proposal format to include both viewpoints. More information is better.

3. 5. As an industry, disagreement is probably not common on the issues and positions of this group.

3. 6. Outcome:

3. 6. 1. Review attendance from past to present, identify who is attending, and send out letters to people inquiring if they are receiving the information about the meetings, etc. (see upshot # 73) Desired outcome is to get more

participation at the work group level, and establish the formal membership of the steering committee. Include the League of Cities and CSAC.

3. 6. 2. Circulate the current membership roster with the proposed voting process. Indicate who the voting member, their organization, and their alternate. (see upshot # 74) At the next meeting, vote to adopt the process. Discussion at the meeting should be open, and voting organizations need to be identified.

4. Transportation Permits Issue Resolution & Appeal Process.

4. 1. All proposals need to go through the steering committee.

4. 2. Outcome

4. 2. 1. Eric will develop the list to establish the priorities for all the issues before the group, present at the July meeting.)(see upshot # 75a)

4. 2. 2. Mary Frederick will get information developed on priorities to Eric..

4. 2. 3. Caltrans needs to develop a status list on the proposals pending. (see upshot # 75 b)

5. Proposals being fast tracked

5. 1. Manufacture Housing/Modular Building (eliminate 105' max overall length)

5. 1. 1. Accepted; waiting to see how it will interact with TPMS.

5. 2. Drill Rig Mast over 25' (Add drill rigs to TPM 502.4-uniformity issue.)

5. 2. 1. Being considered by CT. Considering all fixed loads with 30-foot overhang to require pilot car, not just drill rigs.

5. 3. Fixed Load Inspections (eliminate inspection for legal weight fix loads)

5. 3. 1. Rejected by Caltrans.

6. Accomplishments/Mary Frederick

6. 1. Accomplishments are listed for last fiscal year are summarized in tab four form the handout at the meeting.

6. 2. Caltrans wants to be able to point to specific policy changes made as a consequence of the work of this group.

6. 3. This information is listed in Caltrans Website under "New Policies and Procedures."

6. 4. Outcome:

6. 4. 1. Information item.

7. Crane Group /Mike Vlaming

7. 1. Working on weight transfer. Issue partially involves dollies.

7. 2. Caltrans is working on an example that demonstrates the rules. Workgroup as a whole needs to look at this.

7. 3. Outcome:

7. 3. 1. Report at next meeting.
8. Annuals / Matt Klenske
 8. 1. Workgroup will re-submit proposal asking for copies to be allowed as long as carriers have the proper attachments.
 8. 2. Hoping to have the details back to the work group to resubmit in a couple of weeks. There has been a change in what the original form was.
 8. 3. Discussing 7 and 9 axle annuals. CT will confirm our list. The work group will be asking for a radius annually, that will not go into effect until the TPMS system goes on line. Idea is to get the leg work done ahead of time.
9. Dual Lane Loading / Vaughn Goodfellow
 9. 1. No report for now.
10. Tridem / Vaughn Goodfellow
 10. 1. This is in CT hands; CT is looking at it. CT will return with questions. There is a major TPMS implementation issue with this proposal. Issue is coding changes; CT unsure how this will be dealt with.
 10. 2. This was not anticipated when TPMS was initiated. CT needs to talk about this internally.
 10. 3. Outcome:
 10. 3. 1. CT will get policy part written prior to the TPMS issues resolved. CT will have some questions for clarification, and will ask for proposal to be revised; CT will act on that. CT will deliver this to the work group within the month
11. Variance/ Vaughn Goodfellow
 11. 1. SOP went out for CT internal review; CT waiting to hear back from CT internal reviewers.
12. Fixed Loads WG
 12. 1. Work group met this morning; response came in; currently work group will get back to CT on reducibility.
 12. 2. Concern of CT is that fixed loads do have an exact weight, and should not be a problem for owners to get the weights. Work group is in disagreement. This is a big issue for the industry.
 12. 3. Outcome:
 12. 3. 1. Work group will be working on this more in the coming month(s).
13. Status of Development of Transportation Permits Manual – Chapter 3 / Bob Shepard
 13. 1. SC wants to keep the manual something that can be modified and flexible.

13. 2. CT response: Per the Administrative Procedures Act, any policy that is a regulation needs to go through Office of Administrative Law rule making procedure. CT is required to create regulations in concert with industry. CT must prove that they have discussed the proposed rules with industry before it goes through the rule making process. CT is required to hold public hearings, and notice all interested parties and stakeholders. Everyone needs to be notified and have a chance to have input.

13. 3. Any rules are required to be run through the rule making process; if they are not put through this, they are not enforceable.

13. 4. The CT PAC having input is very influential in getting through the rule making process.

13. 5. A substantial portion of the manual is subject to Office of Administrative Law process.

13. 6. Consequence of this is that the time required for changes will be longer, but this committee will still have influence in the process.

13. 7. Outcome:

13. 7. 1. CTPAC SC recognizes the time consuming nature of the rule making process, and the input from this committee is crucial.

14. Mixed Suspension Information

14. 1. This was presented as a proposal in November 2003, and it was never acted upon by Caltrans. They asked for additional testing. (see handout) (see handout # 1) Mixed Suspension Test – 3 axle, all tire weights are equal.

14. 2. Vaughn will continue to handle this in the Tridem group.

14. 3. Outcome:

14. 3. 1. Steering Committee asks for this to move to CT for approval by voice vote.

New proposals/new business

15. Notification of changes being made:

15. 1. Issue: We need to let the CSAC & League of Cities know about the importance of having representatives at this meeting. (rolled into the voting and attendance issue discussed at the beginning of the meeting.) (see upshot # 73)

16. TPMS

16. 1. Hoping to test for two months, then bring pilot on board in July.

16. 2. CT talking with companies to verify that the system is working correctly.

16. 3. Hoping to roll out completely in October.

16. 4. CT will run parallel systems through October, and will maintain current database.